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Board of Trustees

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12-7-1991

### December 7, 1991 Meeting Minutes

Shawnee State University

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MINUTES  
SHAWNEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
DECEMBER 7, 1991

The meeting was called to order at 2:00 p.m. by Chairperson Riffe.

Roll Call

Members Present: Mr. Ferguson, Mr. Hyland (by phone conference), Mr. Kaplan, Mr. Parks, Mr. Reynolds, Mrs. Richards, Ms. Riffe, Mr. Shkurti

Members Absent: Ms. Sessor, Mr. Walton, Mr. Winters

Approval of Minutes

Mr. Hyland moved and Mrs. Richards seconded a motion to approve the minutes of the November 4, 1991 meeting.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Approval of December 7, 1991 Amended Agenda

Mr. Ferguson moved and Mrs. Richards seconded a motion to approve the December 7, 1991 amended agenda.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds, Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

President's Report

Dr. Veri thanked the Board for attending the holiday dinner and dance on December 6. He regretted that he was unable to attend because of his illness, but was told that it was well attended and the food was great.

Dr. Veri also thanked Susan Warsaw for her help in securing the following donations from members of the Shawnee State Development Foundation: \$1,000 pledge from one member; \$10,000 pledge from William McKinley; \$100,000 charitable remainder trust from Maxine and Eddie Levi; and a \$200,000 anonymous charitable remainder trust.

Committee Reports

**Academic Affairs, Mr. Kaplan, Chairperson**

Mr. Kaplan reported that the Academic Affairs Committee discussed the calendar for program review and a recommendation will be presented at the February meeting. Program updates were presented by Donald Thomas, Program Director, Respiratory Therapy Program; Gene Beckett, Director, Developmental Education; and Pamela Staton, Program Director, Medical Laboratory Program.

Mr. Kaplan stated that personnel action items from the Academic Affairs Committee will be presented by the Finance and Facilities Committee.

**Quality of University Life, Mr. Ferguson, Chairperson**

Mr. Ferguson stated that he had nothing to report at this time and that personnel action items from the Quality of University Life Committee will be presented by the Finance and Facilities Committee.

**Finance and Facilities, Mr. Shkurti (in Mr. Winters' absence)**

Mr. Shkurti reported that a draft plan on supplemental funding was developed by the Supplemental Funding Committee. The plan would enable Shawnee State to fund operating costs with earned subsidy and fees, but would not be tied to a special supplement. The draft plan will be shared

with the University community through open forum, with a time schedule for adoption at the February 1992 meetings of the Finance and Facilities Committee and of the Board of Trustees. Mr. Shkurti commended the Supplemental Funding Committee for their time and effort in developing this draft plan.

Mr. Shkurti also reported that Shawnee State and Portsmouth City Council have worked out a memorandum of agreement that outlines the process for the closing of Second Street. The Ohio Department of Transportation will hold an open hearing on the rerouting of U.S. 23 on February 19, 1991 at 6:30 p.m. in the Flohr Lecture Hall.

Mr. Shkurti moved and Mrs. Richards seconded a motion to approve Resolution 58-91, Personnel. This resolution approves the hiring of Patricia A. James-Parker, Project Coordinator, Partnership for an After School Drop-In Program; Christy Davey, Art Instructor, Partnership for an After School Drop-In Program; James Ferguson, Van Driver, Partnership for an After School Drop-In Program; Brent R. Chamberlin, Buyer, Purchasing Department; and accepted the resignation of Mariam Stepp, Counselor, Jobs Program.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Mr. Shkurti moved and Mr. Ferguson seconded a motion to approve Resolution 59-91, Change Order and Tutoring Fees. This resolution approves the fee adjustments for change orders and tutoring fees because of issues raised about an earlier increase in those fees. Tutoring fees were changed from \$3.00 per hour to \$1.00 per hour and change order fees will be \$4.00 per change with a \$16.00 maximum per quarter. This revision will be effective January 1, 1992.

Mr. Shkurti stated that it was not the intent of the Finance and Facilities Committee to routinely make changes mid-year, but the Committee felt it needed to address this problem promptly.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Mr. Shkurti moved and Mrs. Richards seconded a motion to approve Resolution 60-91, Title III, Strengthening Institutions Programs Grant, and approves the submission of the grant to the U.S. Department of Education.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

#### **Executive Committee, Verna Riffe, Chairperson**

Ms. Riffe reported that the Executive Committee met by conference call on November 12 and 13 regarding CWA negotiations. They met in Chillicothe on December 3 and, as a result of that meeting the Executive Committee has three resolutions to present to the Board of Trustees for approval.

Ms. Riffe moved and Mr. Ferguson seconded a motion to approve Resolution 61-91, Development Foundation Board Appointments. This resolution approves the endorsement of nine members for the Development Foundation Board: Dr. Wayne Wheeler, Shawnee State alumnus Juan Shipley (to fill the alumni position), Janet Selby, Edward Glockner and Whitney Miller, and recommends renewal terms for Dr. Lacey Curtis, Marika Esham, Paul Flohr, and William Horr, Esq. It also recommends that Marika Esham serve as President, Gerald Jenkins as Vice President, and Dr. Lacey Curtis as Secretary.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Ms. Riffe moved and Mr. Kaplan seconded a motion to approve Resolution 62-91, Foundation Board Membership, Gift Valuation, and Naming Opportunities. The resolution allows the Chairperson of the Shawnee State Board of Trustees to name a designee to represent himself or herself on the Development Foundation Board, specifies how a value is placed on unappraised gifts for internal (non-IRS) purposes, and approves a practice that is already in place regarding the naming opportunities for buildings and rooms within buildings.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Ms. Riffe moved and Mr. Kaplan seconded a motion to approve Resolution 63-91, Approval of Side Letter Regarding Reimbursement of Tuition. This resolution alters Board Policy 2.04 (Faculty Development Program) and enables the University to pay a portion of tuition for faculty at the time of registration, and specifies the procedures for collecting this "advance" if a grade of "B" or better is not achieved.

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

### Vice President's Reports

#### **Academic Affairs, Dr. Addington**

Dr. Addington thanked the Board for approving the side letter on tuition. He announced that graduates from the Physical Therapy Program had a 100% passage on the state board exam. He also reported that Shawnee State has received notice from the Ohio Board of Regents that our transfer module has been accepted and will now be forwarded to the University Faculty Assembly for approval.

**Student Affairs, Dick Howard**

Mr. Howard reported that "college day" at Shawnee State was very successful, with over 500 students from 32 different high schools in attendance. He announced that Shawnee's registration system has been revised, will allow students to register three weeks prior to each quarter and will be in place for Spring quarter 1992. Mr. Howard also reported that the Athletic Committee approved an evaluation system for coaches.

Mr. Howard stated that Mike Hughes, Counselor, Counseling & Assessment Center, did an outstanding presentation on "AIDS" in conjunction with the Portsmouth Health Department. He also stated that Patty Gilmore, Coordinator, Disability Services, has received funds for a portable chair lift and he applauds her efforts in finding sources to fund this needed item.

Dr. Veri commented that Ms. Gilmore's work is extra special and that the President's Discretionary Fund helped with the purchase of the portable chair lift.

**Neil Hawk, Business Affairs**

Mr. Hawk expressed his appreciation in being invited to attend the Board retreat and he wished each Board member a happy holiday season.

Reports from Constituent Groups

**University Faculty Assembly, Dr. Hagop Pambookian**

Dr. Pambookian reported that 14 new courses have been approved by the membership of the University Faculty Assembly on November 14, and 6 new courses were approved at their December 6 meeting. Dr. Pambookian also reported that the UFA has set its meeting calendar for winter and spring quarters and that the Spring Banquet has been scheduled for April 24. Dr. Pambookian also wished everyone a happy holiday season.

**University Administrative Assembly, Pat Moore (in Dave Winters' absence)**

Ms. Moore announced that plans for a UAA Retreat are set for Thursday, December 12, with morning and afternoon sessions scheduled. Keynote speaker for a luncheon presentation will be Dr. Morley Fraser. Topics for discussion will be administrative evaluation, salary structure, new Affirmative Action Policy, and handling of difficult students.

Ms. Moore reported that Mr. Ray Fortunato, merit pay consultant, was invited to Shawnee State to talk with various UAA committees, the Vice Presidents and Dr. Veri. The Executive Committee of the UAA is working on a recommendation to be presented to President Veri for consultant services to address merit pay and its implementation.

**Shawnee Education Association, Jeff Bauer**

Dr. Bauer expressed his appreciation to the Board for the holiday dinner and also for the Board's quick response on the side letter. Dr. Bauer stated that he comes to the Board meeting with some sadness as it will be his last meeting as SEA President. The new SEA officers for the 1992 year are as follows: Bill Hanlon, President; Bill Penn, Vice President; Marsha Walker, Secretary; and Jerry Ruby, Treasurer.

Dr. Bauer stated that he hopes we can resolve some of the problems at hand and he will do whatever he can to help resolve those problems.

**Communications Workers of America, Vickie Stacy**

Not present.

**Student Senate, June Whitt**

Not present.



New Business

Mr. Kaplan moved and Mr. Shkurti seconded a motion to approve the following officers of the Board for the 1992 year, as recommended by the nominating committee:

Dick Hyland - Chairperson  
Tom Winters - Vice Chairperson  
R. Neil Hawk - Treasurer  
Dr. Catherine Roberts - Secretary

Ayes: Mr. Ferguson, Mr. Hyland, Mr. Kaplan, Mr. Reynolds,  
Mrs. Richards, Ms. Riffe, Mr. Shkurti

Nays: None

Ms. Riffe announced that the next Board meeting will be on Tuesday, February 18 at 4:00 p.m., with Shawnee State homecoming following the meeting. Ms. Riffe also stated that this was her last official meeting and wanted to thank everyone for their cooperation and hard work. She stated it was an honor to serve as Board Chairperson.

Comments from the Public

Susan Warsaw thanked Pat Moore and Tom Wesolowski for a very successful holiday party.

David Gleason thanked the Board for his award for his work on the Punch 130 campaign. He stated that it was not really his award because all the people who worked made it successful, especially President Veri, who did a lot behind the scenes. Chairperson Riffe stated that the success of Punch 130 demonstrates that when we have a stated goal we can all work cooperatively and accomplish great things.

Mr. Hyland thanked Mr. Kaplan and the nominating committee for their approval of his appointment as Board Chairperson for 1992. He stated that we all have the students at heart and it will be a big job to fill Chairperson Riffe's shoes.

Adjournment

Mr. Hyland moved and Mr. Shkurti seconded a motion that the meeting be adjourned. The meeting was adjourned by acclamation.

  
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Chairperson, Board of Trustees

  
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Secretary, Board of Trustees

AGENDA (AMENDED)  
SHAWNEE STATE UNIVERSITY  
DECEMBER 7, 1991

- A. Call to Order
- B. Roll Call
- C. Approval of November 4, 1991 Board Minutes
- D. Approval of December 7, 1991 Agenda
- E. President's Report
- F. Committee Reports

Academic Affairs Committee, Mr. Kaplan, Chairperson

(Personnel Resolution -- To be presented  
for Board Action by the Finance & Facilities  
Committee.)

Quality of University Life Committee, Mr. Ferguson, Chairperson

(Personnel Resolution -- To be presented  
for Board Action by the Finance & Facilities  
Committee.)

Finance and Facilities Committee, Mr. Winters, Chairperson

Resolution 58-91 - Personnel

Resolution 59-91 - Change Order and Tutoring Fees

Resolution 60-91 - Title III, Stregthening Institutions  
Program Grant

Executive Committee, Ms. Verna K. Riffe, Chairperson

Resolution 61-91 - Development Foundation Board Appointments

Resolution 62-91 - Foundation Board Membership, Gift  
Valuation, and Naming Opportunities

Resolution 63-91 - Approval of Side Letter Regarding  
Reimbursement of Tuition

**G. Reports from Vice Presidents**

Academic Affairs, Dr. Addington  
Student Affairs, Mr. Howard  
Business Affairs, Mr. Hawk

**H. Reports from Constituent Groups**

University Faculty Assembly, Professor Pambookian  
University Administrative Assembly, Mr. Winters  
Shawnee Education Association, Professor Bauer  
Communication Workers of America (SSU Unit), Ms. Stacy  
Student Senate, Ms. Whitt

**I. New Business**

Report of Nominating Committee

**J. Comments from the Public**

**K. Other Business**

**L. Executive Session**

**M. Adjournment**

**RESOLUTION 58-91**  
**Personnel**

WHEREAS, the University-wide policy "Approval of Personnel Appointments" Board policy No. 5.16 establishes the procedure for the approval of those personnel changes requiring action by the Board of Trustees and for the reporting of other personnel actions to the Board; and

WHEREAS, this policy establishes a procedure for the consolidation of personnel resolutions; and

WHEREAS, all actions in this resolution are in compliance with this policy;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University authorizes the following appointment(s) and acknowledges the items reported herein:

**APPOINTMENTS, REASSIGNMENTS, AND RESIGNATIONS FOR BOARD ACTION:**

**FACULTY**

**ADMINISTRATIVE**

Patricia A. James-Parker (NEW), Project Coordinator, Partnership for an After School Drop-In Program (PAD), grant funded, salary of \$9,520, effective October 7, 1991 - June 5, 1992.

Christy Davey (NEW), Art Instructor, Partnership for an After School Drop-In Program (PAD), grant funded, salary of \$1,500, effective October 15, 1991 - June 2, 1992.

James Ferguson (NEW), Van Driver, Partnership for an After School Drop-In Program (PAD), grant funded, salary of \$2,300, effective October 15, 1991 - June 2, 1992.

Brent R. Chamberlin (REPLACEMENT), Buyer, Purchasing Department, annual salary of \$20,445, effective January 2, 1992.

Mariam Stepp, Counselor Jobs Program, notice of resignation effective November 15, 1991.

(December 7, 1991)

RESOLUTION 59-91

Change Order and Tutoring Fees

WHEREAS, the Finance and Facilities Committee of the Board of Trustees have reviewed the recommendation of the Budget Committee for Change Order and Tutoring Fees. The Finance and Facilities Committee recommend approval of the change order and tutoring fee adjustments;

THEREFORE BE IT RESOLVED that the Board of Trustees approves the recommended fee adjustments listed below, this change to be effective January 1, 1992.

	<u>Approved Fees</u>	<u>Adjusted Fees</u> <u>1-1-92</u>
Change Order	\$4.00/Change	\$4.00/change, \$16.00 maximum
Tutoring	\$3.00/Hour	\$1.00/Hour

(December 7, 1991)

RESOLUTION 60-91

Title III, Strengthening Institutions Program Grant

WHEREAS, the grant listed below and summarized on the attached grant proposal has been reviewed by the appropriate University committees and/or individuals as well as the President's Council, and is recommended for submission by the Finance and Facilities Committee;

THEREFORE BE IT RESOLVED that the Board of Trustees of Shawnee State University approves the submission of the grant listed below.

- o Title III, Strengthening Institutions Program Grant

(December 7, 1991)

## **GRANT SUMMARY PROPOSAL**

**TITLE:** Title III, Strengthening Institutions Program

**GRANT AGENCY:** U.S. Department of Education

**PRINCIPAL INVESTIGATOR:** Dan Evans, Assistant Vice President, Academic Affairs

**PERCENTAGE OF P.I. TIME DEVOTED TO GRANT:** Dan Evans, 5%

**PURPOSE:**

The program is designed to provide a wide range of educational services to junior high school, high school, and college students to increase their chances of successfully completing a college program.

Specifically, the program is designed: (1) to provide special early intervention services which are designed to create career awareness and improved academic performance to junior high school students, (2) to provide a wide range of educational support initiatives to high school students aimed at raising their college aspiration levels and maximizing their success in college, and (3) to establish a comprehensive campus-based student retention program which will track all students and meet their individual educational needs through a system of academic intervention strategies.

**CLIENTELE TO BE SERVED:**

All college students attending SSU and selected junior and senior high school students from across a ten-county region surrounding the campus will be the target population served by this program.

**RELATIONSHIP TO SSU MISSION:**

The program will prepare students for academic success in the college setting.

**OTHER AGENCIES/ORGANIZATIONS PARTICIPATING IN PROJECT:**

School districts within the ten-county region will also participate in this project.



**BRIEF DESCRIPTION OF HOW THE PROJECT WILL BE CONDUCTED:**

If awarded, the Title III Program will be funded for a five-year period beginning Fall 1992. This proposal addresses all five years of funding for the project.

Junior and senior high schools across the region will be selected to participate and the program strategies will be implemented within each school based upon the particular needs of the students. A college student retention program will also be implemented and will track all students, identify problem areas where student needs are not being met, and provide a program of support services to keep students in school and to successfully complete college.

**BUDGET:**

The budget which follows is an estimate of the amount to be requested each of the five years of the program. Actual dollar amount will vary according to the available funds and number of students served and will be negotiated with the U.S. Department of Education upon award.

Institutional match and in-kind sources are not a requirement for participation in the project.

<u>Fund Source</u>	<u>Year 1</u> <u>(FY '93)</u>	<u>Year 2</u> <u>(FY '94)</u>	<u>Year 3</u> <u>(FY '95)</u>	<u>Year 4</u> <u>(FY '96)</u>	<u>Year 5</u> <u>(FY '97)</u>
Grant	\$277,500	\$222,000	\$222,000	\$222,000	\$166,500
Other ( _____ )					
<u>University</u>					
In-kind					
Cash*					
<b>TOTALS</b>	<b>\$277,500</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$222,000</b>	<b>\$166,500</b>

\*Describe source of funds for SSU's cash commitment: N/A

Dan Evans  
11/27/91

**RESOLUTION 61-91**

**Development Foundation Board Appointments**

WHEREAS, the Development Foundation Board recommends new members to be Dr. Wayne Wheeler, Shawnee State alumnus Juan Shipley (to fill the alumni position), Janet Selby, Edward (Ebby) Glockner and Whitney Miller, and recommends renewal terms for Dr. Lacey Curtis, Marika Esham, Paul Flohr, and William Horr, Esq.; and

WHEREAS, the Development Foundation Board recommends that Marika Esham serve as President, Gerald Jenkins as Vice President, and Dr. Lacey Curtis as Secretary; and

WHEREAS, these appointments fulfill the policies and procedures of the Development Foundation Board and are recommended by the President;

THEREFORE BE IT RESOLVED that the Executive Committee of the SSU Board of Trustees recommends the appointments listed herein to the Board of Trustees, such appointments to be effective on the approval of this resolution.

(December 7, 1991)

**RESOLUTION 62-91**

**Foundation Board Membership, Gift Valuation, and Naming Opportunities**

WHEREAS, the Executive Committee has reviewed the actions on Foundation Board membership, gift valuation, and naming opportunities taken by the Shawnee State University Development Foundation, and recommends those actions for Board approval;

THEREFORE BE IT RESOLVED that the Shawnee State University Board of Trustees accepts Foundation resolutions 1991.5 and 1991.6, attached.

(December 7, 1991)

## RESOLUTION 1991.5

### WHEREAS

The Code of Regulations of the Shawnee State University Development Foundation allows for amendments as necessary, and

### WHEREAS

In practice, some of the Articles of the Code of Regulations are not practical or workable, therefore be it

### RESOLVED

That the Shawnee State University Development Foundation accepts the changes in Article III, Section 2; Article IV, Section 1; and Amendment II.

### ARTICLE III SECTION 2

The President of Shawnee State University and the Chairperson of the Board of Trustees of Shawnee State University (or Designee) shall be members of the Foundation Board of Trustees so long as they occupy their offices. Additionally, the Board of Trustees of Shawnee State University shall appoint one of its members as its further representative on the Foundation Board of Trustees.

### ARTICLE IV SECTION 1

At the October meeting, the Foundation Board of Trustees shall elect a President, Vice President and Secretary from among the Foundation Trustees. Such officers will take office at the annual meeting. The Foundation Treasurer shall be the University Treasurer. Elected officers shall serve one-year terms, but may be re-elected to two one-year terms making a maximum of three years elected officers may serve in succession.

## Amendments

### Amendment II

The number of the Foundation trustees shall be twenty (20). The selection of the first thirteen (13) members shall remain as outlined in the Code of Regulations, including Amendment I. An additional seven (7) members will be chosen, among other reasons, for their ability to donate and/or raise funds.

RESOLUTION 1991.6

WHEREAS

The Board of Trustees of the Shawnee State University has charged the Shawnee State University Development Foundation with adopting a policy regarding commemorative opportunities relating to the naming of buildings at Shawnee State University, and

WHEREAS

The Shawnee State University Development Foundation also sees the need to adopt a similar policy for the naming of rooms, and

WHEREAS

The subject of gift criteria when an in-kind gift is not accompanied by an appraisal must be addressed, and

WHEREAS

After considerable study and deliberation by the University President, the Director of Development, and the members of the Development Foundation, a policy has been recommended, therefore be it

RESOLVED

That the Shawnee State University Development Foundation accepts and adopts additions to section 10.1.4 and 11.1.4 of its Policies and Procedures.

Changes in Policies & Procedures  
October 1991

10.1.4 Where the donor does not accompany this gift with an appraisal, the University may, for internal purposes, value the gift based on a "best estimate."

11.1.4 Where state funds are allocated for buildings, a minimum of 40% of the construction cost of the building is necessary for a naming opportunity to be considered.

Where state capital funds are involved, naming of rooms is based on utility, placement, availability, and attractiveness from a commemorative standpoint.

In the event that state funds are not available, full cost may be involved in order to facilitate a naming opportunity.

**RESOLUTION 63-91**

**Approval of Side Letter Regarding Reimbursement of Tuition**

WHEREAS, the Board of Trustees endorses the University's Faculty Development Program (Policy 2.04); and

WHEREAS, the Board wishes to facilitate faculty members' desire to improve their academic credentials; and

WHEREAS, the Executive Committee of the SSU Board of Trustees recommends the approval of the attached side letter to the Agreement between Shawnee State University and the Shawnee Education Association;

THEREFORE BE IT RESOLVED that the Shawnee University Board of Trustees approves the attached side letter and considers it part of the SSU/SEA Agreement, effective upon passage of this Resolution.

(December 7, 1991)

SIDE LETTER OF AGREEMENT  
BETWEEN THE SHAWNEE EDUCATION ASSOCIATION AND  
SHAWNEE STATE UNIVERSITY

December 7, 1991

This Side Letter of Agreement amends Board of Trustees Policy 2.04 ("Faculty Development Program") by adding a new Section 1.10 to the General Guidelines.

- 1.10 When costs and mandatory fees of an approved course exceed \$200 per credit hour, the faculty member will pay the first \$200 and will be reimbursed for such amount by the University according to Section 1.5. The University will pay, at the time of registration, course costs and/or fees in excess of \$200 per credit hour. If, for any reason, a faculty member does not satisfactorily complete any course for which the University has made an advance payment under this Program, the faculty member will repay the University the amount of the advance payment prior to the receipt of any additional funds under this Program. If necessary, the faculty member shall be allowed to repay any such advance payment to the University in monthly payments provided that each of such monthly payments will not be less than 20% of the full amount of the advance payment by the University. Repayment may be made to the University by withdrawal from the faculty member's paycheck in accordance with an agreement signed by the faculty member prior to and as a condition of any advance payment by the University under this Program.

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Clive C. Veri, President  
Shawnee State University

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Jeff Bauer, President  
Shawnee Education Association

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Verna K. Riffe, Chairperson  
Shawnee State University  
Board of Trustees



**RESOLUTION 64-91**  
**Personnel Appointments**

WHEREAS, appropriate screening committees have conducted appropriate searches; and

WHEREAS, these committees have recommended personnel appointments which have been accepted by the Provost and President; and

WHEREAS, Board Policy 5.16, Section 2.3 authorizes the Executive Committee to approve personnel appointments when the Board of Trustees does not hold regularly scheduled meetings in a given month;

THEREFORE BE IT RESOLVED that the following persons are appointed to the faculty or staff as appropriate for the terms specified.

- o Erin Schram as Assistant Professor, Class III, Step 3, Department of Mathematics, at a salary of \$21,950, full-service temporary, effective Winter and Spring Quarters 1992, with benefits. (The position is funded through general funds and will fill the vacant position of Henry Nixt, who is on leave.)
- o Sharon Olson, Instructor, Class I, Step 8, Department of Mathematics, at a salary of \$6,711, full-service temporary, effective Winter Quarter 1992, without benefits. The position is funded through general funds.
- o Paul Madden, Teacher Education Certification Assistant, Center for Research and Development in Teaching and Learning, temporary, part-time position, at a salary of \$9,301, effective January 2 through June 30, 1992. This position, funded through general funds, is necessary for the certification process by the State Department of Education.

(December 26, 1991)